



DEPARTMENT OF THE NAVY

ATLANTIC DIVISION  
NAVAL FACILITIES ENGINEERING COMMAND  
NORFOLK, VIRGINIA 23511-6287

TELEPHONE NO.

(804) 444-9670

IN REPLY REFER TO:

11010  
09A2131

09 APR 1987

Mullinax/Wash Architects, PA  
212 S. Tryon Street, Suite 1480  
Charlotte, NC 28281-8101

Attn: Tom Mullinax, Jr.

*JWB*  
*JZE*  
*KMA*

Gentlemen:

Re: FY 88 MCON Project P-256, Field Maintenance Shop, Marine Corps  
Base, Camp Lejeune, North Carolina

We have reviewed our FY88 Military Construction Program, and due to your prior performance, have selected you to participate in a pilot program with us. THIS IS TO ADVISE YOU OF A MAJOR REVISION TO THE A&E GUIDE PROCEDURES WHICH WE FEEL WILL ENHANCE YOUR ABILITY TO MEET CONTRACT COMPLETION. Since you - and your consultants - were selected for the design of this project based upon your professional ability to provide a quality product, we feel this revision will provide you an opportunity to more efficiently produce the project in a more timely manner and at less cost to you. It all hinges on your ability to produce a quality design.

We are by-passing the pre-final (90%) submittal of the referenced project entirely. However, we do expect you to provide an interim submittal for civil review only. Following submittal to LANTNAVFACENCOM will be your final submittal and shall consist of the following:

- 2 sets of final prints signed and professionally stamped by your firm. In addition, the plans shall be signed "satisfactory to" the using activity.
- 2 copies of the final spec
- 1 marked quality coordination review set of plans/specs. The quality coordination review shall be performed on the final plans and specifications, and your corrections incorporated. Your two sets of final prints shall then be made from that set. If you have questions concerning the quality coordination review, contact Mr. William H. Crone, P.E., (804) 444-9944.
- Final calculations
- Marked 35% plans/specs and comment resolution.

Two weeks later:

- Final cost estimate
- Marked 35% estimate

Upon notification by our Project Manager:

- Bond spec
- Tracings

Quality Performance ... Quality Results

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Note that your final cost estimate and marked 35% estimate will be submitted two weeks after your final submittal of the plans/specs. We feel this will give you the necessary time to finalize the estimate. The contract requires your final submission by July 1987. You are asked to confirm this schedule in writing to the Project Manager, or indicate a completion date which you feel is more reasonable and basis for deviation.

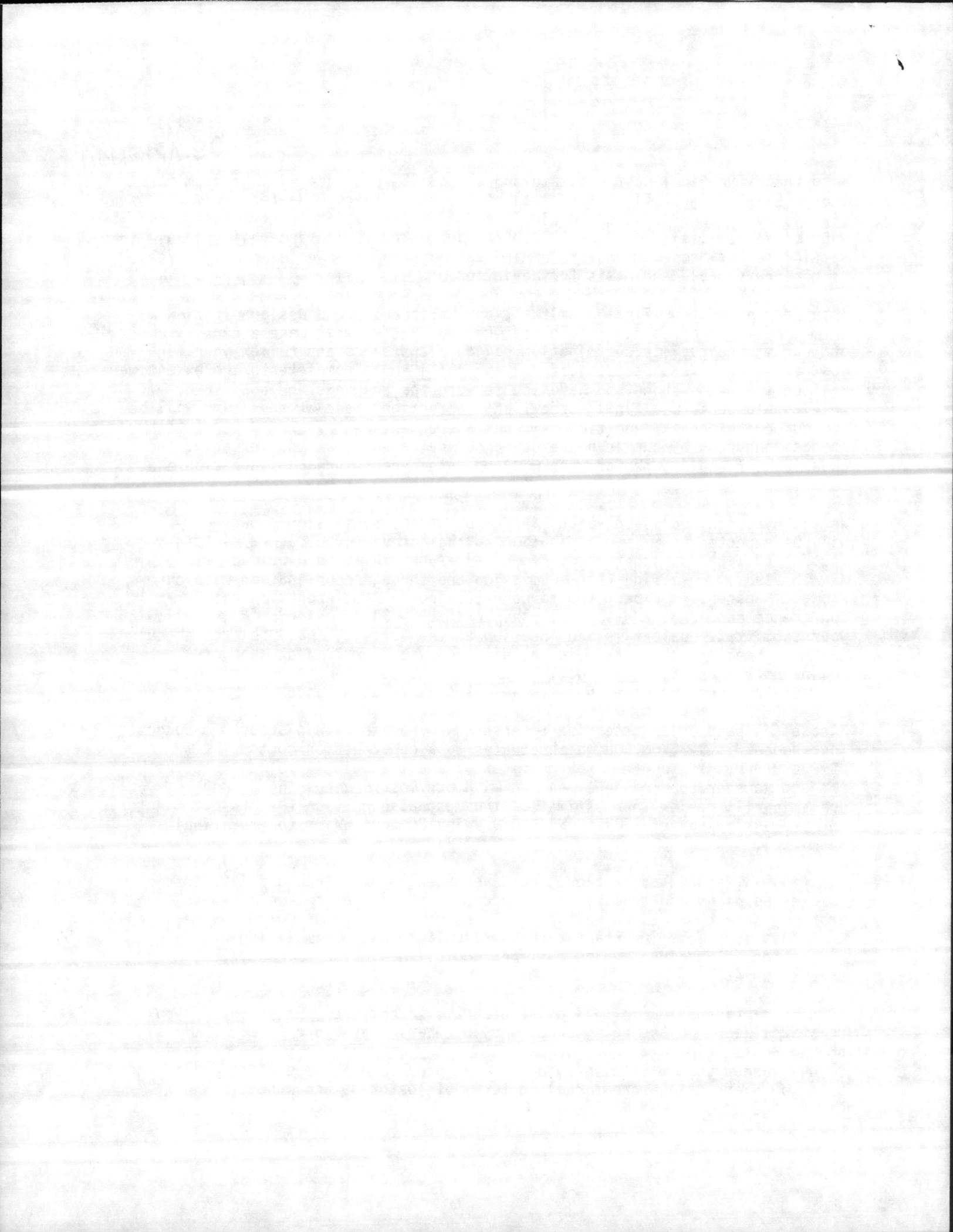
Upon receipt of your final submittal, our Engineering and Design Division may, or may not, perform a final technical review, but we will make a cursory check of your marked quality coordination review plans/specs and review your final cost estimate. We expect this final submittal to be complete to the extent we will only have to phone and have you forward the tracings and bond spec. If we elect to perform a final review, any corrections made at that time will be at your own expense. Additionally, any subsequent re-review and correction charges incurred by our in-house personnel may also be at your expense, and this lack of quality performance will be noted for future consideration and selection of A/E contracts.

We are bypassing our involvement in the pre-final submission; however, you will be expected to make distribution to the Activity, ROICC, et al., in accordance with your contract terms. This submittal should be made by May 15, 1987. Following that submission and through coordination with our Project Manager, we expect you to conduct a review conference. That conference should be pre-scheduled approximately 30-45 calendar days following your submittal. Date/time and location at the Activity shall be pre-scheduled and confirmed by your Office in coordination with our Project Manager. Following the on-board, you will be expected to consolidate comments and expected actions and distribute to all parties in attendance.

Please pay particular attention to ensure you remain within scope and budget. Your budget is \$ 2,760,000 which equates to a construction cost of \$ 2,490,000. If you feel you must set up additive bid items, contact the Project Manager to arrange a meeting with our Cost Engineering Branch to preliminarily review your estimate. You must also contact the Project Manager for the assignment of EFD and NAVFAC Drawing Numbers prior to your final submittal.

And finally, a note of caution. We have recently experienced delays in completing plans and specifications because of failure of some A/E's to properly investigate and indicate the presence of asbestos. You are reminded that this is a most important task (particularly where demolition or renovation is involved) which must be accomplished prior to construction advertisement.

By your participation in this pilot program, we believe your schedule should be stabilized, and the delay created by our review of a pre-final submittal should now be circumvented. We expect you may concentrate your efforts in such a manner that will allow your firm to produce much more efficiently, and save you - and us - a great deal in terms of lost time and money.



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Our objective is one hundred percent execution of our FY88 Military Construction Program during the next fiscal year, and we are relying heavily on your professional responsibilities and quality performance to help us achieve this goal. You are again reminded of your A&E liability with respect to design errors, and omission, since it is quite possible we may elect to advertise your project immediately upon receipt of your final submittal.

To ensure you are fully aware of the ramifications of this program and to answer any questions you may have, we are inviting you and the principals from each of your consulting firms to personally meet with us on the morning of 16 April 1987. We have scheduled a short brief at 10:00 A.M. in the basement auditorium of Building A, Naval Regional Medical Command, located at the foot of the Lafayette River Bridge on Hampton Boulevard, Norfolk, Virginia. Your attendance is strongly encouraged. We are convinced that this frank exchange between us and your entire design team will ensure success in this venture.

Sincerely,

J. C. LEVICK, P. E.  
Northern Section, CONUS Branch  
Acquisition Project Management Office  
By direction of the Commander

Blind Copy to:

- ✓ MCB Camp Lejeune (PW0)
- Browning-Smith Associates, P. A.
- 4418-E Monroe Road
- Charlotte, NC 28205
- Burmeister Wright & Associates, P. A.
- Two Parkway Plaza, Suite 170
- Charlotte, NC 28210
- Mechanical Engineering Inc.
- 420 Hawthorne Lane
- Charlotte, NC 28204
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- 04A1
- 04A5
- 09A
- 09A2S(DF)
- Doc #2040d

09 APR 1987

By direction of the Commander  
Administration Project Management Office  
Naval Air Station, Orlando Branch